

# Residential Permit Application/ Review Checklist

**Note: If no address has been assigned by this office the driveway and the 4 corners of the building must be staked prior to scheduling a 911 address request. Permit applications can NOT be submitted without a physical address.**

Application Submittal List Applicant: \_\_\_\_\_

Property Address: \_\_\_\_\_

Applicant	Reviewed
Submitted	by Staff
Y / N	Y / N

- |       |       |   |
|-------|-------|---|
| _____ | _____ | <b>Zoning Application, Health Dept. Release Form &amp; Site Plan</b> ( <i>showing existing structures with distances to lots lines and location of well and septic.</i> ) |
| _____ | _____ | <b>Recorded Plats required for New construction</b>   |
| _____ | _____ | <b>Copy Zoning Clearance</b> ( <i>by Town if applicable</i> )   |
| _____ | _____ | <b>Virginia Contractors License or Owners Affidavit</b>   |
| _____ | _____ | <b>Business License – City or County</b>  |
| _____ | _____ | <b>Flood Zone Documentation &amp; Elevation Certificate</b> ( <i>if applicable</i> )  |
| _____ | _____ | <b>Well &amp; Septic Permit or Tap Fee Receipt</b>  |
| _____ | _____ | <b>E&amp;S Permit or In-lieu of Agreement</b>   |
| _____ | _____ | <b>Shrink Swell Soil Test for Site</b>  |
| _____ | _____ | <b>VDOT Driveway Permit</b> ( <i>if applicable</i> )  |
| _____ | _____ | <b>Building Permit Application</b>  |
| _____ | _____ | <b>1 &amp; 2 Family Residential Plan Submittal Guidelines</b>   |
| _____ | _____ | <b>1 Set of Building Plans</b> ( <i>New and Existing Work</i> )   |
| _____ | _____ | <b>1 copies U.S. Dept. of Energy, RESCheck</b> ( <i>New only</i> )  |
| _____ | _____ | <b>1 copies Brace Wall Calculations</b> ( <i>New &amp; Additions</i> )  |
| _____ | _____ | <b>Mechanical Permit Affidavit</b> ( <i>when applicable</i> )   |
| _____ | _____ | <b>Whole-House Ventilation Statement</b>  |

## Final / Certificate of Occupancy List

- |       |       |  |
|-------|-------|--|
| _____ | _____ | <b>All Inspections Completion List</b>                   |
| _____ | _____ | <b>All Additional or Special Fees Paid / Impact Fees</b> |
| _____ | _____ | <b>Sewer Disposal System &amp; Well Operation Permit</b> |
| _____ | _____ | <b>E&amp;S / SWM Office sign-off on site</b>             |
| _____ | _____ | <b>Duct Pressure Test Results</b>                        |
| _____ | _____ | <b>VDOT entrance approval</b>                            |
| _____ | _____ | <b>Certificate of Occupancy</b>                          |
| _____ | _____ | <b>Completed Zoning Permit</b>                           |
| _____ | _____ | <b>Supervisor Review</b> <b>Date</b> _____               |

**Your application for a permit cannot be reviewed until the missing documents are provided.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**DEPARTMENT OF COMMUNITY DEVELOPMENT  
ZONING CLEARANCE APPLICATION**

APPLICATION NUMBER: \_\_\_\_\_

FEE:   \$25.00  

DATE: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

CITY OF FRANKLIN:  SOUTHAMPTON COUNTY:

ADDRESS: \_\_\_\_\_

PHONE (HOME): \_\_\_\_\_ (BUSINESS): \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_ ZONED: \_\_\_\_\_

CURRENT/PRIOR USE: \_\_\_\_\_

OWNER (If other than applicant) : \_\_\_\_\_ PHONE: \_\_\_\_\_

OWNER ADDRESS: \_\_\_\_\_

NEW BUSINESS NAME IF APPLICABLE: \_\_\_\_\_

DESCRIBE PROPOSED USE: (also attach narrative) \_\_\_\_\_

HEALTH DEPARTMENT APPROVAL NEEDED: YES:  NO:

SITE PLAN REQUIRED: YES:  NO:

FLOOR PLAN LAYOUT: YES:  NO:

IS PROPERTY LOCATED IN THE SPECIAL FLOOD HAZARD AREA? (100 year flood plain) YES:  NO:

THE APPLICANT/OWNER IS RESPONSIBLE FOR OBTAINING ALL APPLICABLE STATE AND/OR FEDERAL PERMITS REGULATING THE USE OF THE PROPERTY. IT IS UNDERSTOOD THAT NO CHANGE IN USE SHALL BE MADE WITHOUT THE APPROVAL OF THE ZONING ADMINISTRATOR.

SIGNED: \_\_\_\_\_ DATE \_\_\_\_\_  
APPLICANT

OFFICE USE ONLY  
APPROVED:  CONDITIONAL APPROVAL:  DENIED:  REASON FOR DENIAL: \_\_\_\_\_

CONDITIONS: \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
ZONING OFFICER

FRANKLIN 6 SOUTHAMPTON  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
207 WEST SECOND AVENUE, FRANKLIN VIRGINIA 23851  
OFFICE: 757-562-8580 FAX: 757-562-0870

# **ZONING CLEARANCE CHECKLIST**

**PURPOSE:** To insure that the proposed business or use of the property will be in conformance with the zoning ordinance and the allowable uses within the zoning district in which it is located.

To help us streamline this review please include the pertinent information below along with your application. If you have any questions please call the Department of Community Development at (757) 562-8580 OR visit the city's web site at [www.franklinva.com](http://www.franklinva.com) and click on Business License Information on the right side of the home page.

## **NEW BUSINESS GOING INTO EXISTING BUILDINGS**

- Provide a narrative outlining the type of Goods and Services to be offered and the general operation of the business affecting the use of the property including any on site or outdoor display or storage.
- Material Safety Data Sheets (MSDS) for Hazardous materials, etc.
- Floor plan identifying the use of each space/any alterations that are proposed.
- Property owner approval letter or a copy of lease agreement allowing the described use and building changes.

## **MINIMUM REQUIREMENTS FOR A SITE PLAN SUBMITTAL (IF APPLICABLE)**

- Lot dimensions. Address and adjacent street names. A scaled plat is preferred and may be required.
- Provide the location and sizes of all existing, proposed buildings and accessory structures on property **including (if applicable) the location of private wells and sewerage disposal systems (septic tanks and drain fields)**. Include the distances in feet from all property lines to the main structure and accessory structures including detached garages, sheds swimming pools, walls, fences and wells, septic tanks / drain fields, etc.
- The location of existing and proposed driveways and surface type. (gravel, concrete, asphalt).
- Land area in acres or square feet to be disturbed including land that is to be cleared, graded or excavated.
- Fences to include the height and type (privacy, chain link, wire, picket or 50% open).
- Temporary use of trailers serving as contractor's offices, on-site storage yards for construction materials and containers for construction debris in conjunction with construction of improvements to real property during the construction period, are permitted in all zoning districts, but limited to 180 days in residential districts. Submittal of site plans of improvements should indicate all locations and setbacks of such trailers.



City of Franklin-Southampton County  
Department of Community Development  
Planning – Building Inspections - Zoning



AGREEMENT IN LIEU OF AN EROSION AND SEDIMENT CONTROL PLAN FOR A  
SINGLE FAMILY RESIDENCE

Land Disturbing Permit No. \_\_\_\_\_  
Building Permit No. \_\_\_\_\_  
Subdivision \_\_\_\_\_  
Address \_\_\_\_\_  
Lot No. \_\_\_\_\_

In lieu of submission of an erosion and sediment control plan for the construction of this single family dwelling, I agree to comply with any reasonable requirements determined necessary by the City of Franklin/Southampton County Department of Community Development, representing either the Building Official or the City Engineer. Such requirements shall be based on the conservation standards contained in the City of Franklin/Southampton County Erosion and Sediment Control Ordinances, and shall represent the minimum practices necessary to provide adequate control of erosion and sedimentation on or resulting from this project.

In addition to the below measures, all denuded areas on the lot shall be stabilized within 15 days of final grading with permanent vegetation or a protective ground cover suitable for the time of year.

I further understand that failure to comply with such requirements within three working days following notice by the City of Franklin/Southampton County Department of Community Development could result in citation for violation of the City of Franklin/Southampton County Erosion and Sediment Control Ordinances.

Measures Specified by Plan Approving Authority:

**Install and maintain construction entrance and silt fence per Virginia Erosion and Sediment Control Handbook.**

**Other:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Landowner: \_\_\_\_\_

Party Responsible for Erosion Control: \_\_\_\_\_  
(If different from Landowner)

Approved By: \_\_\_\_\_ Date \_\_\_\_\_



**ALL SECTIONS MUST BE COMPLETED**



**Franklin - Southampton Building Permit Application**  
207 West 2<sup>nd</sup> Avenue, Franklin, VA 23851, Phone (757)562-8580

**Must be accompanied with required construction documents from list on page two.**

A permit is hereby requested for the construction, alteration, repair or demolition of a structure located at:  
Address \_\_\_\_\_ Tax Map Number \_\_\_\_\_

Total Contract Amount, including labor and materials \$ \_\_\_\_\_  
**Check all that apply:** Building \_\_\_ Electrical \_\_\_ Plumbing \_\_\_ Mechanical \_\_\_ Other \_\_\_

All contractors must submit a copy of their current Virginia Contractors License at the time of application.  
Contractors/Tradesman License Number: \_\_\_\_\_ Class \_\_\_ Type \_\_\_\_\_

Special Zoning Approval Letter from: Boykins\_\_\_ Branchville\_\_\_ Capron\_\_\_ Courtland\_\_\_ Ivor\_\_\_ Newsoms\_\_\_  
Copy of VDOT Driveway Permit , if applicable - Yes\_\_\_ No\_\_\_ **(Check the appropriate spaces)**

Name, Address, Phone Number, Email Address of Contractor: \_\_\_\_\_  
\_\_\_\_\_

Name, Address, Phone Number, Email Address of Property Owner: \_\_\_\_\_  
\_\_\_\_\_

Structure is: New\_\_\_ Existing\_\_\_ Addition\_\_\_ **Located in the Enterprise Zone** \_\_\_ Yes \_\_\_ No  
Residential\_\_\_ Commercial\_\_\_ Industrial\_\_\_ HUD Home\_\_\_ Modular\_\_\_ Other\_\_\_\_\_

Lien Agent Name, Address, Phone Number \_\_\_\_\_  
\_\_\_\_\_

**Is property located in the Special Flood Hazard Area? (100 yr. floodplain) \_\_\_\_\_ Yes \_\_\_\_\_ No**

General Description of Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
This construction to comply with 2012 \_\_\_\_\_ (check one) VBC\_\_\_ VRC\_\_\_ HUD\_\_\_

**The structure / addition listed herein may not be occupied until such time as the Final Inspection has been passed and/or the Certificate of Occupancy has been issued by this office.**

Check one: Owner: \_\_\_ Owner Agent: \_\_\_ Contractor: \_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICE USE ONLY: Application received by: \_\_\_\_\_ Date: \_\_\_\_\_**

## Franklin - Southampton Community Development Department

### **Application Package List - for New Construction of or Additions to One and Two Family Dwellings and Accessory Structures (Contact our office for list on Commercial and E&S / SWM applications)**

- \_\_\_ Building Permit Application
- \_\_\_ Two Sets of Site Plan
- \_\_\_ Stormwater Management Waiver Application
- \_\_\_ Copy Zoning Permit by Town (if applicable)
- \_\_\_ VDOT Driveway Permit (if applicable)
- \_\_\_ E&S /SWM Permit or In-lieu of Permit Agreement
- \_\_\_ Shrink Swell Soil Test for Site (new construction, or addition exceeding 40% of existing footprint)
- \_\_\_ Well & Septic Permit or Tap Fee Receipt
- \_\_\_ 1 & 2 Family Residential Plan Submittal Guidelines
- \_\_\_ Two Sets of Building Plans
- \_\_\_ Two copies of the Dept of Energy, RESCheck
- \_\_\_ Two copies of the Brace Wall Calculations
- \_\_\_ \*\*Manual J from HVAC Contractor (see below)
- \_\_\_ \*\*Manual D from HVAC Contractor (see below)
- \_\_\_ Virginia Contractors License or Owners Affidavit
- \_\_\_ Contractors City / County Business License

When submitted, the *Application Package* and its accompanying documents will receive a concise review to assure the required information is included before it is date stamped as received. A complete review of the *Application Package* and its supportive documentation will be made on a first come, first served basis. *Application Packages* that are returned for additional information or corrections will be re-assigned with a new submission date and placed back into the rotation from that date. A Construction / Plan Review meeting will be scheduled with the Plans Examiner and the Builder on an as needed basis.

**Energy and Wind Bracing** - With the introduction of new requirements in energy (Chapter 11 VRC) and wind bracing (Section 602.10 VRC), a builder must collect information from his Registered Design Professional or plans designer and exchange information with his construction material supplier and HVAC contractor. The builder must submit two complete copies of a RESCheck from the Department of Energy ( see DOE web page) to assure building envelope is code compliant and to assist the HVAC contractor in calculating a Manual S from a Manual J and Manual D. The builder should complete or caused to be completed the digital *Brace Wall Calculation Inter-active Form* found on the City or County web pages.

**Site Plan** . Two copies of a building site plan / survey must be in the *Application Package*. The survey must have a North indicator. Show the location of all existing structures and the proposed structure in a likeness of the structure's footprint so the front of the building is clearly indicated. Additionally, the distance in feet to any wooded area 25qdeep and 30qin height or any structures 30qtall within 600qof the proposed dwelling on the site plan, even if the trees/structures are on another

property. The site plan must also include the distance from all four sides of the dwelling to the respective property lines. The name, address, and occupation of the Site Plan/Survey preparer must be included on the document.

**Construction Drawings** - Two complete, legible, and identical sets of building plans drawn to no less than ¼+per foot scale must be submitted. All supporting documentation, shop drawings, code furnished drawings, truss or engineered layout, site plan, Manual D and Manual J, RESCheck, layout, etc., must be included. The sequencing of the plans assembly must follow the same order as the black headings on the *1 & 2 Family Residential Plan Submittal Guidelines (RPSG)* found on city and county web pages. The plans must be secured along the left margin strongly enough to withstand the rigors of the field construction environment.

**Plan Review Guideline checklist** - All of the items on RPSG must be answered on the Guidelines. Check the %CK+column for relevant items found on your plans. Check the %N/A+column for items not necessary on the plans, such as basement info for a home with no basement planned. The %REJ+, %REC+and %REMARKS+columns are for the plans examiner's use.

**Permits** - When the *Application Package* is reviewed and approved, you will be contacted to pick up the permit. Should the *Application Package* be returned for additional information or corrections, the RPSG with the plans examiner's remarks will be returned to you. The original RPSG must be returned with the re-submittal. Failure to return the original RPSG will result in another complete plan review and a additional plan review fee.

**\*\*Manuals D & J** - The Manual D and Manual J do not have to be submitted with the initial *Application Package*; they may be submitted with the HVAC Application. However, an HVAC plan review will be conducted in the normal plan review rotation should the Manuals D & J be submitted separate from the construction plans. Regardless of when the Manuals D & J are submitted, two copies of the RESCheck must accompany the initial (building) *Application Package*.

**VDOT Driveway Permits** are required in Southampton County.

**Fees** . All applicable fees, including but not limited to zoning clearance, tap fees, permit fees, E&S fees ( if applicable), stormwater fees ( if applicable), and administrative fees are payable prior to issuance of any permits.

***I have read and understand the above information and requirements for submittal.***

**Applicants Initials:** \_\_\_\_\_

Revised - February 12, 2016 by DEG

Added EZ checkoff & floodplain checkoff

# Hampton Roads Regional 1 & 2 Family Residential Plan Submittal Guidelines



This document was taken from the 2012 VBCOA Region VIII Residential Plan Review document in its entirety and, except for the logo change, has not been altered.

Date \_\_\_\_\_ Application # \_\_\_\_\_ Model same as Name/No. \_\_\_\_\_ Contractor \_\_\_\_\_ Reviewed by \_\_\_\_\_ Reply Checked by \_\_\_\_\_

The plan review process can be a complex and lengthy procedure. However, a well researched, properly prepared set of plans submitted with sufficient details, sections, and information necessary to determine compliance with the Commonwealth of Virginia codes and County or local ordinances will move quickly through the process and have fewer reasons for rejection. The approved detailed plans are required on a job site during the inspection process to help reduce delays and the number of re-inspections.

To aid design professionals and contractors, the following list has been prepared as a guide only. Depending on the scope of work to be permitted, some items may not apply, or more specific information may be required. Using this form should greatly reduce the chances of submitting deficient plans. Plans found with insufficient information will be rejected, requiring revised plans to be resubmitted when all corrections are made. Sheets in plans should have all items that pertain to the headings in solid black background. Recommended sequencing of plans should be same order as black headings. **The following items must be included with all residential permit applications at the time of submittal. The application will not be reviewed if all items have not been included.**

**Please see local jurisdiction cover sheet for any extra submittal guidelines.**

**With your response to our remarks, identify where your response is located on the plans. Partial responses will not be accepted. The corrections noted here are subject to change and/or be added to for code compliance as updates are made to plans.**

**Red indicates 2012 Virginia Residential Code (VRC) Section (CK=Checked; N/A=Not Applicable; REJ=Rejected/Needed; REC=Reply Received)**

CK	N/A	REJ	REF #	ITEM	CODE REF	REC	REMARKS
<b>100 ITEMS NEED CHECKED ON SUBMITTALS</b>							
Plans							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	101	Residential Plan Submittal Guidelines		<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	102	Statement of Residential Energy Code Compliance		<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	103	Code under which designed	103.2	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	104	Registered Design Professional seal (if required)	111.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	105	Plans in architectural scale (1/8" smallest and readable) (Reduction of original scale not acceptable)	109.3	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	106	All sheets numbered and bound sequentially	109.3	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	107	Designer's name, address, and occupation	111.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	108	Energy efficiency IECC 2012 (prescriptive or Res Check)	1101.1, 303.1	<input type="checkbox"/>	
Site Plan							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	109	Approved site plan	109.2	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	110	Must match drawing layout	109.2	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	111	Drainage	401.3	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	112	Exterior wall location (fire separation distance)	302	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	113	Compaction certification (as required) Gravel > 24" Earth >8"	506.2.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	114	Flood Zone	322	<input type="checkbox"/>	
Soils report (as required)							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	115	Include 2 borings	109.3, 401.4	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	116	Show locations	109.3	<input type="checkbox"/>	
HVAC permit application							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	117	Manual D and J (as required)	109.1, 1401.3	<input type="checkbox"/>	

CK	N/A	REJ	REF #	ITEM	CODE REF	REC	REMARKS
				Water / Sewer disposal system			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	118	State on application	109.3	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	119			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	120			<input type="checkbox"/>	
<b>200 FOUNDATION PLAN</b>							
				Grading			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	201	Engineered fill	506.2.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	202	Unusual grade elevation issues / concrete slab on grade	403.1.7, 506.2.1	<input type="checkbox"/>	
				Footings			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	203	Exterior footings: locations, depth and width or per soil report	403.1.1, 401.2	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	204	Piers: size, height, and location	403.1.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	205	Rebar: number and size	Table 404.1(1)	<input type="checkbox"/>	
				Vented and conditioned crawl spaces			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	206	Flood vents, if required	322.2.2	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	207	Vents within 3' of corners	408.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	208	Vent calculations	408.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	209	Crawl access door 16" x 24"	408.4	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	210	Unvented conditioned crawl (air flow)	408.3	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	211	Unvented conditioned crawl (insulation) specify ICC/ES report	1102.2.10, Table 1102.1.1	<input type="checkbox"/>	
				Foundation Walls			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	212	Masonry or concrete foundation walls: thickness	404.1.1, 404.1.5	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	213	Pier and curtain walls	404.1.5.3	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	214	Point loads	401.2	<input type="checkbox"/>	
				Details			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	215	Grout type & reinforcement double wythe walls	609.1.1, 608.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	216	Vertical rebars	Table 404.1.1(2)-(4)	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	217	Anchor bolts or other mfg's anchor type, size and spacing	403.1.6	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	218	P.T. plate, girder, joists <18" to inside crawl grade	317.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	219	Stem wall at garage: reqd if wall supports a BWP	602.10.9	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	220	Retaining walls: >24" unbalanced backfill w/o lateral support at top = design reqd.	404.4, 108.2 (7)	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	221	Wall design for flood areas: sealed RDP design if reqd.	322.1.2	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	222	Superior walls sealed RDP design reqd. ICC/ES report	112.3, 109.3	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	223	ICF foundation walls	611	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	224	Wall opening detail (CMU & concrete pour)	601.2, 611.8	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	225	Non continuous lintel bond beam	401.2	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	226			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	227			<input type="checkbox"/>	
<b>300 BASEMENT PLAN</b>							
				Room			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	301	Room names, minimum size, ceiling height	304.1, 305.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	302	Bedrooms in basement –emergency escape & rescue openings	310	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	303	Size of all doors and windows on plan view	109.1, 310, 311	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	304	Window wells	310.2	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	305	Interior load bearing walls identified	602.4	<input type="checkbox"/>	



CK	N/A	REJ	REF #	ITEM	CODE REF	REC	REMARKS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	306	Bathroom fixture clearance – height of ceiling	<b>305.1, Figure 307.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	307	Code compliant stair: riser/tread, width, headroom, handrail	<b>311.7</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	308	Garage in basement - separation to habitable space: 1/2" walls, 5/8" type X ceilings, 1/2" underside of stairs, rated door	<b>302.5.1, 302.6, 302.7</b>	<input type="checkbox"/>	
				Braced walls			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	309	Wall line numbers, min. length panels required	<b>602.10</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	310	BWP: method(s), nailing schedule, actual length	<b>Table 602.10.5</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	311	CS method: 24" end walls, 24" return walls or 800# hold downs	<b>602.10.7</b>	<input type="checkbox"/>	
<b>400 BASEMENT and/or FIRST FLOOR FRAMING PLAN</b>							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	401	Basement: Min 3.5" slab, 6 mil vapor barrier	<b>506.1-506.2.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	402	Basement: Thickened slab details supporting load bearing walls	<b>Figure 403.1(1)</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	403	Basement: Point loads	<b>111.1, 501.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	404	Basement: Steel beams sized and located	<b>111.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	405	Basement: Steel column sized and located	<b>111.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	406	Dimensional lumber (size, grade, species, spacing, direction)	<b>502.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	407	I-joist (manufacturer, series, depth, spacing, direction)	<b>112.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	408	Open web floor trusses drawings / fireblocking	<b>502.11.4, 502.13</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	409	Framing of openings	<b>502.10</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	410	Double joists under bearing partitions	<b>502.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	411	Steel beams and calc sheets	<b>109.1, 109.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	412	Posts/columns (parallel strand lumber - gang posts / dimensional lumber - gang nailed posts)	<b>109.1, 109.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	413	Engineered LVL beam location and calc sheets	<b>109.3, 301.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	414	Point loads	<b>501.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	415	Draft stopping 1000sf open truss: GB or plywood on floor trusses	<b>502.12</b>	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	416			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	417			<input type="checkbox"/>	
<b>500 FIRST FLOOR PLAN</b>							
				Room			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	501	Names, minimum size, ceiling height	<b>304.1, 305.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	502	Interior load bearing walls identified	<b>602.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	503	Bedrooms – emergency escape rescue openings	<b>310</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	504	Size of all doors and windows on plan view	<b>109.1, 310, 311</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	505	Landing at exterior doors	<b>311.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	506	Glazing (indicate tempered glass where required)	<b>308.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	507	Bathroom fixture clearance	<b>305.1, Figure 307.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	508	Hall width: 36" min.	<b>311.6</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	509	Code compliant stair: riser/tread, width, headroom, handrail	<b>311.7</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	510	Required psi garage slab and slope direction	<b>Table 402.2, 309.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	511	Garage - separation to habitable space	<b>302.5.1, 302.6, 302.7</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	512	Fireplace type: requirements	<b>Table 1001.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	513	Deck, porch, ramp details: attachment to house, guards, etc	<b>507</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	514	Deck ledger to band joist attachment	<b>507.2, Figure 507.2.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	515	DCA-6 decks / 2-story decks (No Carriage Bolts)	<b>507</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	516	Point loads	<b>507</b>	<input type="checkbox"/>	
				Braced walls			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	517	Wall line numbers, min. length panels required	<b>602.10</b>	<input type="checkbox"/>	

CK	N/A	REJ	REF #	ITEM	CODE REF	REC	REMARKS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	518	Bracing connections to roof frame	<b>602.10.8.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	519	BWP: method(s), nailing schedule, actual length	<b>Table 602.10.5</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	520	CS method: 24" end walls, 24" return walls or 800# hold downs	<b>602.10.7</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	521	Portal framing details, stem walls	<b>602.10.9, 602.10.6 &amp; (6.2, 6.3, 6.4), Figure 602.10.6.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	522	Blocking along BWPs	<b>602.10.8, Figure 602.10.8.2(1)</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	523	Blocking of joists at support wall or beam (lateral restraint at joist end)	<b>602.10.9</b>	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	524			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	525			<input type="checkbox"/>	
<b>600 SECOND FLOOR PLAN</b>							
				Framing Plan			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	601	Dimensional lumber floor (size, grade, species, spacing, direction)	<b>502.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	602	I-joist layout (mfr, series, depth, spacing, direction)	<b>112.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	603	Open web floor truss layout: sealed RDP incl. detail sheets	<b>502.11.4, 502.13</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	604	Framing of openings	<b>502.10</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	605	Double joists under bearing partitions	<b>502.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	606	Steel beams and calc sheets	<b>109.1, 109.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	607	Posts / columns – restraint	<b>109.1, 407.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	608	Point loads	<b>501.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	609	Engineered LVL beam location and calc sheets	<b>109.3, 301.1</b>	<input type="checkbox"/>	
				Rooms			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	610	Room names, minimum size, ceiling height	<b>304.1, 305.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	611	Interior load bearing walls identified	<b>602.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	612	Bedrooms - emergency escape rescue openings	<b>310</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	613	Size of all doors and windows on plan view	<b>109.1, 310, 311</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	614	Glazing (indicate tempered glass where required)	<b>308.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	615	Bathroom fixture clearance	<b>305.1, Figure 307.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	616	Hall width: 36" min.	<b>311.6</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	617	Attic access: hatch, pull down stair or code compliant stair must be located in hallway or accessible area. (22x30)	<b>807.1; 311.7 (Stairs)</b>	<input type="checkbox"/>	
				Braced walls			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	618	Wall line numbers, min. length panels required	<b>602.10</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	619	BWP: method(s), nailing schedule, actual length	<b>Table 602.10.5</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	620	Bracing connections to roof framing	<b>602.10.8.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	621	CS method: 24" end walls, 24" return walls or 800# hold downs	<b>602.10.7</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	622	Portal framing details, stem walls	<b>602.10.9, 602.10.6 &amp; (6.2, 6.3, 6.4), Figure 602.10.6.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	623	Blocking along BWPs	<b>602.10.8, Figure 602.10.8.2(1)</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	624	Blocking of joists at support at wall or beam	<b>602.10.9</b>	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	625			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	626			<input type="checkbox"/>	

CK	N/A	REJ	REF #	ITEM	CODE REF	REC	REMARKS
<b>700 ATTIC FLOOR FRAMING PLAN</b>							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	701	Dimensional lumber ceiling joists (size, grade, species, spacing, direction)	<b>802.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	702	Dimensional lumber floor joists (size, grade, species, spacing, direction)	<b>502.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	703	I-joist layout (mfr, series, depth, spacing, direction)	<b>112.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	704	Framing of openings	<b>502.10</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	705	Steel beams and calc sheets	<b>109.1, 109.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	706	Posts / columns	<b>109.1, 407.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	707	Engineered LVL beam location and calc sheets	<b>109.3, 301.1</b>	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	708			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	709			<input type="checkbox"/>	
<b>800 HABITABLE / STORAGE ATTIC FLOOR PLAN (whenever there is a fixed stairway)</b>							
				Rooms			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	801	Room names, minimum size, ceiling height, habitable attic	<b>304.1, 305.1, Chapter 2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	802	Bedroom(s) emergency escape and rescue openings	<b>310</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	803	Size of all doors and windows on plan view	<b>109.1, 310, 311</b>	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	804			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	805			<input type="checkbox"/>	
<b>900 ROOF PLANS</b>							
				Show each individual / rafters, hip/valley members, ridge & supports			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	901	Rafters (size, grade, species, spacing, direction)	<b>802.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	902	Valley framing details - post required	<b>802.3, 109.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	903	Ridge beams / Post (required when there is not a ceiling joist to resist thrust)	<b>802.3</b>	<input type="checkbox"/>	
				Truss			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	904	Truss layout & engineers detail sheets	<b>802.10</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	905	Girder truss loads and appropriate posts / columns	<b>801.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	906	RDP seal	<b>802.10.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	907	Individual truss loads and uplift	<b>802.10.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	908	Gable end details and bracing requirements	<b>802.11.1, 802.10.3</b>	<input type="checkbox"/>	
				Details			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	909	Rafter ties, collar ties	<b>802.3.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	910	Complex roof - specify all members	<b>801.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	911	Ceiling/roof diaphragm & blocking (if required)	<b>109.3, 602.10.8.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	912	Uplift (hurricane ties)	<b>802.11.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	913	Masonry veneers & chimney support by wood framing: design by RDP if required	<b>109.3, 703.7.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	914	Hurricane tie schedule - size with nail count per mfg specs	<b>802.11.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	915	Vent calcs. to net free flow for roof: 1sqft per150sqft or 300 sqft	<b>806.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	916	Details- unvented roof	<b>806.5</b>	<input type="checkbox"/>	
				Exposure			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	917	Uplift connectors / load path to foundation: when uplift $\geq$ 20psf	<b>Table 802.11, Table 602.3(1) , 802.11.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	918	Roof sheathing and nailing schedule	<b>Table 602.3.(1)</b>	<input type="checkbox"/>	

CK	N/A	REJ	REF #	ITEM	CODE REF	REC	REMARKS
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	919			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	920			<input type="checkbox"/>	
<b>1000 ELEVATIONS</b>							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1001	Finished floor to finished floor heights (ceiling heights)	109.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1002	Front, side and rear elevations (incl. door and windows locations)	109.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1003	Grade changes of basements- number of stories	109.1	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1004			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1005			<input type="checkbox"/>	
<b>1100 SECTIONS - show load path</b>							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1101	Full cross sections showing areas-at load path and critical construction, (reference cross section -show location on plan)	109.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1102	Partial - exterior wall construction: stud size and spacing anchorage	602.3.1, Table 602.3(5)	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1103	All material used	109.3	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1104	Roof pitch /roof covering	109.3, 905.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1105	Change in thickness CMU	606.2.3	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1106	Crawl space grade > fin. grade or drainage system	408.6	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1107	Interior bearing wall details: stud size and spacing-anchorage	602.4, 602.2	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1108	Tall wall details: sealed design (elevation view)	Table 602.3 (5)	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1109	Connector chart (type and load path)	109.3, 301.1, 802.11.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1110	Insulation @ basement walls: R10 (continuous) or R13 (w/studs)	Table 1102.1.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1111	@ crawl space under floor: R19	Table 1102.1.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1112	@condition crawl R10 - slab on grade R10, 2ft ICC-ES report	1102.1, 1102.2.9, 112.2	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1113	@ stud walls: R15 or R13 + R1 (continuous)	Table 1102.1.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1114	@ roof: R38 or R30 if covered top plate – (attic access)	1102.2.1, 1102.2.4, Table 1102.1.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1115	Roofing: type of roof covering - shingles, tile, metal, etc	902.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1116	Termite barrier	318, 408.3.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1117	Wood frame is limited to 3 stories maximum - story height	101.2, 301.3, Table 602.3.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1118	Steel frame is limited to 3 stories maximum	603.1.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1119	ICF walls is limited to 2 stories maximum – S. P.s	611.2, Sect. 613	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1120	Column restraint & attachment to beam	407.3, 802.11.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1121	Slab on grade: 6 mil vapor barrier under concrete slabs (not reqd at garage)	506.2.3	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1122			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1123			<input type="checkbox"/>	
<b>1200 MISCELLANEOUS DETAILS</b>							
				Walls			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1201	Weather resistant barrier (complying with ASTM D 226)	703.2, Table 703.4	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1202	Brick anchorage	703.7.4	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1203	Brick ledge detail	301.1, 401.2, F 703.7	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1204	Brick flashing	703.7.5, 703.8	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1205	Weepholes	703.7.6	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1206	Bay window detail	109.3, 301.1	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1207	Dormer framing detail	109.3	<input type="checkbox"/>	

CK	N/A	REJ	REF #	ITEM	CODE REF	REC	REMARKS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1208	Glass block installation details	<b>610</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1209	Bearing frame wall to block wall detail (cripple walls)	<b>602.9</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1210	Chimney framing details	<b>109.3</b>	<input type="checkbox"/>	
				Openings			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1211	Header/opening details 5' or greater	<b>109.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1212	Doors and window details for masonry openings	<b>401.2, 606.10</b>	<input type="checkbox"/>	
				Veneer supports			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1213	Veneer support: specify if by walls or by roof rafters; lintel size and details (nailing, bolting, stops)	<b>703.7.2.1, 703.7.2.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1214	Design required	<b>401.2</b>	<input type="checkbox"/>	
				Stairs			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1215	Stairways - width, treads and risers, landings, winders, spiral	<b>311.7</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1216	Handrails (4 or more risers)	<b>311.7.8</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1217	Guards	<b>Section 312</b>	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1218			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1219			<input type="checkbox"/>	
<b>1300 GENERAL NOTES</b>							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1301	Window sill heights: 18" min when > 72" above grade or surface below	<b>312.2.1, 612.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1302	Exterior wall locations: fire separation distance w.r.t property lines	<b>302.1, Table 302.1(2)</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1303	Specify code edition: 2012 IRC	<b>103.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1304	Square footage per floor, decks, porches, and garage	<b>109.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1305	Complete Table R301.2(1) + exposure category. (see jurisdictional design criteria)	<b>Table 301.2(1), 301.2</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1306	Design load criteria	<b>301.2, Table 301.5</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1307	Soil bearing capacity: <input type="checkbox"/> tested, <input type="checkbox"/> assumed, <input type="checkbox"/> per code	<b>401.4, 401.4.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1308	Approved fireblocking material on plans: manufacturer's literature on site	<b>602.8, 302.11</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1309	Garage doors wind rating: Jamb attachment mfg's literature	<b>301.2.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1310	Roof water discharge (if shrink swell soil)	<b>801.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1311	Termite method: manufacturer's product name or literature	<b>318, 408.3.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1312	Flashing windows /doors: mfg's requirements on site for inspect	<b>703.8, 109.3</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1313	Carbon Monoxide Alarms	<b>315.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1314	Fire Extinguishers	<b>328.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1315	Smoke Detectors	<b>314.1</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1316	Air Leakage	<b>N1102.4</b>	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1317			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1318			<input type="checkbox"/>	
<b>1400 SPECIAL CONSTRUCTION DETAILS DETERMINED BY SPECIFIC PLANS</b>							
				Flood resistant construction			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1401	Structural systems	<b>322</b>	<input type="checkbox"/>	
				Sound Transmission			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1402	Airport noise (see jurisdictional ordinance)	<b>327.2</b>	<input type="checkbox"/>	
				Townhouses			

CK	N/A	REJ	REF #	ITEM	CODE REF	REC	REMARKS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1403	Firewall detail and ratings	<b>112.3 (ICC/ES)</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1404	Structural independent	<b>302.2.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1405	Through wall penetrations	<b>302.4</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1406	Parapets	<b>302.2.2, 302.2.3</b>	<input type="checkbox"/>	
				Sunrooms			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1407	Define sunroom	<b>201</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1408	Min. R values	<b>1102.2.12</b>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1409	Glazing - U factor .50 skylite .75 (if glazing less than 40%, treat as room)	<b>1102.3.5, 1102.4.1, Chapter 2</b>	<input type="checkbox"/>	
				Other			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1410			<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1411			<input type="checkbox"/>	



DEPARTMENT OF COMMUNITY DEVELOPMENT  
PLANNING - BUILDING INSPECTIONS – ZONING

# Mechanical Permit Statement

I, \_\_\_\_\_, owner/or authorized agent for

\_\_\_\_\_  
(Business Name)

a duly licensed Heating, Venting and Air Condition contractor in the Commonwealth of Virginia do hereby declare that I (we) have designed the heating and cooling system for the purpose of sizing the systems, appliances and equipment for the structure located at

\_\_\_\_\_  
(Address)

Commercial:

Residential:

and performed all heating and cooling load calculations in accordance with the procedures described in ASHRAE/ACCA Standard 183 as provided for in the Virginia Uniform Statewide Building Code and the Virginia Mechanical Code for commercial applications or in accordance with the ACCA Manual S based on building loads calculated in accordance with ACCA Manual J as provided by the Virginia Uniform Statewide Building Code and the Virginia Residential Code for residential application, *or methodologies pre-approved by the Building Official.*

I further state all of the aforementioned load calculations for the above location, have been made previous for making application for this permit and that all said calculations shall be provided to the field inspector upon request and that the inspection cannot be approved until the field inspector has reviewed and approved the load calculations.

Witnessed by: \_\_\_\_\_ Date \_\_\_\_\_